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MEMORANDUM FOR: Deputy Director (Support)

SUBJECT

Position Evaluation Survey of the Office of Communications

BEFER ME

- (a) Memorandum from Deputy Director (Support) to Director of Personnel. Subject: Classification Survey, Office of Communications, dated 6 March 1956.
 - (b) Memoranium from Director of Personnel to Deputy Director (Support). Subject: Position Evaluation Division Survey of the Office of Communications, dated 16 April 1956.
- 1. This memorandum is for your information only; particular reference is made to paragraph 5.
- 2. The Position Evaluation Survey was initiated 6 June 1956 after receipt of a proposed T/O from the Office of Communications. This involved proposed upgradings of positions.

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- 3. Two analysts have been assigned to the survey and to date have empleted the Signal Center (approximately positions) and all fact finding activities in the Security Division positions). To insure equity of grade structure and thorough understanding of the responsibilities of each position, detailed individual desk and its have been made.
- 4. At this date, indications are that there will be grade adjustments both upward and downward, as well as some management problems which will be discussed with the Management Staff.
- 5. It is anticipated that departmental coverage will be accomplished by 31 October 1956. Further details will have to be worked out as to obtaining current field documentation.

Signed

Attachment
Status Report

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